



COUNTY OF LOS ANGELES DEPARTMENT OF HUMAN RESOURCES

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To enrich lives through effective and caring service

MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

June 17, 2003

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **STATUS OF WORKFORCE REDUCTION PLANS**

The Department of Human Resources (DHR) continues to work with County departments to coordinate activities relating to proposed workforce reductions. This is to provide your Board with a status of our activities, including current workforce reduction plans in County departments.

Attachment A provides information relating to County departments that are currently implementing Workforce Reduction Plans and includes Plan information and actual numbers of employees who have received official notification. Please note that the target numbers of employees to be laid off, reduced or released are subject to ongoing mitigation efforts and adjustments.

Public Defender

The Public Defender had planned to notify four Psychiatric Social Workers on June 16, 2003 regarding their layoff or reduction effective June 30, 2003. These actions are being postponed pending the outcome of budget hearings.

Department of Health Services (DHS)

DHS submitted a revised Workforce Reduction Plan on June 12, 2003. We reviewed and approved the plan with modifications on June 15, 2003. The approved Plan includes the layoff or reduction of 294 permanent employees and the release of 413 temporary employees. However, as a result of mitigation efforts by the department, the number of employees who actually received notices on June 16, 2003 was significantly reduced as follows: 75 permanent employees to be laid off, 89 permanent employees to be reduced, and 318 temporary employees to be released.

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Parks and Recreation

The Workforce Reduction Plan was approved on June 9, 2003. Notices were distributed on June 16, 2003, to 13 permanent employees to be laid off, 2 permanent employees to be reduced, and 16 temporary employees to be released.

Child Support Services

We continue to work with this department in preparation for a workforce reduction to be effective July 31, 2003.

Other Departments

We are working with several other departments who have requested information in anticipation of budget curtailments. We will provide details regarding these departments as they proceed to the implementation phase.

Mitigation and Employee Support

DHR continues to work with County departments to identify available vacancies to be filled to mitigate workforce reduction. We are also coordinating several job fairs with County departments and local area employers. Additionally, the Department of Community and Senior Services is conducting Transition Workshops for all impacted employees that include information on career counseling and job placement, filing for unemployment, credit counseling, and other transition services.

We will continue to provide you with updated information on a weekly basis. Please call me, or your staff can call Susan Toy Stern, Chief Deputy, at (213) 974-2631 if there are questions or if we can provide additional information.

MJH:STS
SKT: SM

Attachment

c: Department Heads
Administrative Deputies
Personnel Officers

STATUS OF WORKFORCE REDUCTION PLANS2.MBS

DEPARTMENT OF HUMAN RESOURCES
STATUS OF COUNTYWIDE WORKFORCE REDUCTIONS PLANS
(in order of plan submission date)

Status Report: Tuesday June 17, 2003

Workforce Reduction Plan					Plan Approval Numbers			Employees Noticed			
Department	Plan Submitted to DHR	Plan Approved by DHR	Exceptions to the Order of Layoff	Target Effective Date	Employee Notice Date	No. of Permanent Employees Reduced	No. of Permanent Employees Laid off	No. of Temporary Employees Released	No. of Permanent Employees Reduced	No. of Permanent Employees Laid off	No. of Temporary Employees Released
Public Defender	05/28/03	06/02/03	0	06/30/03 Postponed	06/16/03 Postponed	1	3	0			
Health Services	06/02/03 06/12/03 (revised)	 06/15/03	32 30 06/14/03 (revised)	06/30/03	06/16/03	129 117 06/16/03 (revised)	232 177 06/16/03 (revised)	347 413 06/16/03 (revised)	89	75	318
			307**								
Parks & Recreation	06/04/03	06/09/03	0	06/30/03	06/16/03	2	14	14	2	13	16
								16 06/12/03 (revised)			
Child Support Services	06/24/03*	07/03/03*	0	07/31/03	07/17/03*	TBD	TBD	133			
								109 06/16/03 (revised) Effective 06/30/03			
TOTAL			337			120	194	538	91	88	334

* indicates target date
** Physician Specialists, MD; based on specialty and sub-specialty to meet patient care and public health needs.